CONTRACT USER GUIDE



How to Use the Fire/EMS, Police Equipment & Supplies and Related Services and Repairs Statewide Contract

Contract #: FIR03 Contract Duration: 09/01/2012 to 12/31/2014

MMARS #: FIRO3* Options to renew: No options available

Contract Manager: Betty Fernandez - 617-720-3133 Betty.Fernandez@state.ma.us

This contract contains Small Business Purchasing Program (SBPP), Supplier

Diversity Office (SDO) Contractors and Environmentally Preferable Products (EPP)

Equipment

Last change date 10/1/14 updated

Contract Summary

This contract covers a large variety of Fire/EMS, Police Equipment & Supplies and Related Services and Repairs which are available from a broad variety of authorized dealers representing various manufacturers. There are four (4) categories available:

Cat #	Category Name
1	Fire Equipment & Supplies
2	EMS Equipment & Supplies
3	Police Equipment & Supplies
4	Services & Repairs

The contract provides the following commodities, services and maintenance within the following categories:

<u>Fire Equipment & Supplies</u> - Turnout gear, station work uniform, forestry clothing, self-contained breathing apparatus (SCBA), water applications, power tools, hand tools, meters, utility trailers, specialty equipment (i.e. municipal fire alarm equipment and signaling, receiving and cabling and emergency vehicle lighting).

EMS Equipment & Supplies – Any equipment used for first responding EMT paramedic level, excluding vehicles.

<u>Police Equipment & Supplies</u> – Vehicle emergency, lights, sirens, etc.

<u>Services and Repairs</u> – Services and/or repairs of any or all of the items listed above.

Benefits and Cost Savings

• The statewide contract covers a broad array of equipment, parts & services available through various authorized dealers of listed manufacturers.

Competitive Pricing – The Strategic Sourcing Services Team (SSST) has awarded the contract to those contractors who provided the most competitive discounts for the manufacturers being offered. Additional discounts are available, such as prompt pay discount, volume purchase discounts and or dock delivery discounts. Please reference the

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vendor list below for those contractors that offer prompt pay discount and for volume and dock delivery.

Complete award information for awarded contractors is located in COMMBUYS https://www.commbuys.com/bso/advsearch/buyerAdvancedSearch.sdo please see instruction below for how to obtain the contract information in COMMBUYS.

• Selection of EPP Equipment – The contract provides equipment that represents environmentally preferable products wherever possible. Such Equipment may use alternative fuel (e.g. compressed natural gas), offer an opportunity for reduced fuel usage, or provide other environmental benefits. Contractors that offer EPP equipment are identified in the Vendor list with the EPP \$\infty\$ symbol.

Who Can Use This Contract?

Applicable Procurement Law: MGL c. 7, § 22; c. 30, § 51, § 52; 801 CMR 21.00

Eligible Entities:

- 01. Cities, towns, districts, counties and other political subdivisions
- 02. Executive, Legislative and Judicial Branches, including all Departments and elected offices therein;
- 03. Independent public authorities, commissions and quasi-public agencies
- 04. Local public libraries, public school districts and charter schools;
- 05. Public Hospitals, owned by the Commonwealth;
- 06. Public institutions of high education
- 07. Public purchasing cooperatives;
- 08. Non-profit, UFR-certified organizations that are doing business with the Commonwealth;
- 09. Other states and territories with no prior approval by the State Purchasing Agent required; and
- 10. Other entities when designated in writing by the State Purchasing Agent.

Pricing and Purchase Options

Purchase Options: Purchases made through this contract will be direct, outright purchases.

Pricing and buying details: All contract manufacturers' pricing/discounts listed MUST remain firm through 12/31/14 for all listed contractors. Users may obtain manufacturer's price list directly by the contacting the contractor.

Quotes: Departments are required to solicit at least three (3) quotes through the requisition process in COMMBUYS from contractors listed to determine which contractor can provide the best value for the equipment being purchased. All that is required is that departments contact the three (3) contractors through requisition process in COMMBUYS for quotes; you are not required to receive responses from all three (3) contacted contractors.

Returned Goods Policy - Contract users must not accept the delivery of any product that is visibly damaged. Product must be inspected upon receipt of delivery. If a product fails inspection by the receiving facility, the product must be rejected and the contractor(s) must replace the product immediately at no additional expense to the facility.

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Additional Information

<u>Product Specifications:</u> All products through the contract must meet the latest regulatory guidelines and any amendments therein in the areas of Fire/EMS, Police, Rescue Equipment and Supplies as promulgated under, but not limited to OSHA, NFPA, UL and ASTM.

User departments may request contractors to provide a Material Safety Data Sheet (MSDS) for each toxic or hazardous substance or mixture containing such substance, pursuant to M.G.L Ch. 111F, SS8,9 and 10 and the regulations contained in 441 CMR SS 21.06 when deliveries are made. Copies of these regulations may be obtained at the State House Bookstore, Secretary of State, State House, Room 117, Boston, MA 02113 (617 727 2831).

<u>Performance Bond</u> – User Departments may request and require contractors to furnish a performance and/or labor and materials bond, in a form and with surety satisfactory to the end user for those orders in the amount of \$100,000 or more. The contractor(s) shall be responsible for the cost of the bond(s).

Adding/Removing Products - The SSST reserves the right to add products on an as needed basis despite their initial exclusion. Contractors must obtain authorization from OSD in order to add a product to the contract award. The products should comply with the specifications and scope/description established in the original Request for Response (RFR) and the contractor must supply all supporting information and research available to the SSST for consideration. A written recommendation may also be submitted to the SSST from an eligible contract user requesting that specific brands and/or manufacturers' products be added to the contract. NO PRODUCTS MAY BE ADDED WITHOUT APPROVAL OF THE SSST AND SSSL.

<u>Special Offers</u> – Contractors MUST extend manufacturer's special offers such as but not limited to: rebates, special promotional programs, manufacturing, distribution and/or raw materials. Percent off discounts do not include any special manufacturer educational discounts. If applicable, discounts should be made available and identified to the procuring Departments.

Warranty/Repairs and Services - To maintain operational performance during the warranty period the contractor(s) shall be responsible for providing a loaner equal to the purchased item, until it is replaced or returned in satisfactory condition, in circumstances where the item is contingent to the buying Department's operation. The contractor will further agree to replace the same, at no cost to the buying Department for labor or materials, if said item fails to meet said specifications within one year after installation. If, after three (3) service calls for the same fault, the item cannot be returned to full operations, then the item will be replaced by the contractor at no cost to the buying Department. The buying Department shall NOT be responsible at any time during the warranty period for pickup and delivery. UPON EXPIRATION OF THE WARRANTY PERIOD ARRANGEMENTS BETWEEN CONTRACTOR AND THE BUYING DEPARTMENT WILL PREVAIL.

<u>Technical Assistance</u> - Throughout the life of the contract, contractors will be responsible, upon request, to provide on-site technical assistance or training for any item contained within the scope of the contract, for 90 days or as needed from the date of receipt of goods.

<u>Inspection and examination</u> - Contractors may be required during the life of the contract to provide samples within ten (10) calendar days to the requesting Department for inspection of quality, construction, and or design, etc. Samples will be returned to bidders upon the completion of the evaluation. *All samples will be provided at no charge to the Commonwealth.*

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<u>Delivery</u> - All quotations shall be FOB destination. The term FOB destination shall mean delivered and unloaded to all the Commonwealth Departments, cities, towns and/or Political Subdivisions within the Commonwealth of Massachusetts, with all charges for transportation and unloading prepaid by the contractor(s).

The contractor(s) must deliver goods to the Department requesting the goods within 30 days after receipt of order (A.R.O.). Items delivered after 30 business days may be deemed unacceptable and returned to the contractor at no cost to the Commonwealth. Delivery arrangements for custom-made items may be made by mutual agreement between purchasing Department and contractor(s). **FAILURE TO DELIVER ON TIME MAY RESULT IN TERMINATION OF CONTRACT**

<u>Trade-in</u> - Contractors that agree to accept trade-ins must negotiate in good faith with Departments trade in value at the time of trade-in. Contractors awarded a contract <u>MUST</u> accept Fire/EMS Police, Equipment, etc. trade-ins that are an equal of the product being purchased.

Where vehicles do not fall under the scope and/or description of the FIRO3 statewide contract any type of vehicles (i.e. cars, cruisers, trucks, etc.) **ARE EXCLUDED** from being used as a trade in allowance by any eligible entity using this statewide contract. Vehicles may not be accepted as trade-ins from any eligible entity using this statewide contract to purchase and obtain any commodities or services.

<u>Product Liability</u> - All items must be covered by a Manufacturer's product liability insurance. <u>Fuel surcharge provisions</u>: Contractors cannot charge any additional fuel surcharges on any order received from eligible entities under this statewide contract. Department will NOT be required to pay any addition fuel surcharges upon receipt of contractors invoicing.

Full Performance Requirements and Specifications

The "Performance Requirements and Specification" provides detailed specifications and performance requirements that each contractor must comply with under this statewide contract. Please reference this document to ensure compliance when obtaining equipment, parts or services from contractors. These specifications are located under the "Attachment" tab of COMMBUYS https://www.commbuys.com/bso/advsearch/buyerAdvancedSearch.sdo.

Vendor List and Contract information

Supplier involvement in any of the following programs will have the appropriate icon appear beneath the column heading. Programs include Small Business Purchasing Program (SBPP), Supply Diversity Office Certification (SDO, Formerly SOMWBA Certification), Supplier Diversity Program (SDP, Formerly AMP), Environmentally Preferable Products Program (EPP), and Prompt Pay Discount PPD). (See next page)

Contractor	Comments	SBPP	SDO	SDP	EPP	PPD
A.J. Abrams Company, Inc.	Prompt Pay Discount: 2%-			ill,		H
Contact: Russell Kraiterman	10 days, 1%-15 days					
Phone: 781-784-6700						
Email: ajabramsco@aol.com						
Website: www.ajabrams.com						

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Adamson Industries Corp.	Prompt Pay Discount: 2%-	SB		,III,		H
Contact: Steve Contarino	10 days					
Phone: 978-681-0370						
Email: scontarino@adamsonindustries.com						
Website: <u>www.adamsonindustries.com</u>						
All-Comm Technologies, Inc.	Prompt Pay Discount: 2%-	SB		, III.,		H
Contact: Paul Boudreau, President	10 days					
Phone: 781-289-3000						
Email: pboudreau@allcomm1.com						
Website: <u>www.allcommtechnologies.com</u>						
Apollo Safety, Inc.	Prompt Pay Discount: 2%-	SB		, III.,		H
Contact: Tracy Carvalho	10 days, 1%-15 days, .5%-					
Phone: 508-673-2544	20 days, .2%-30 days					
Email: tracy@apollosafety.com						
Website: www.apollosafety.com						
Bergeron Protective Clothing	Prompt Pay Discount: 1%-			e III.		H
Contact: Richard Hillsgrove	10 days					
Phone: 603-736-8500						
Email: Rich@BergeronProtectiveClothing.com						
Website: www.BergeronProtectiveClothing.com						
Brigham Industries, Inc.	Prompt Pay Discount: 2%-	SB		, III.,		H
Contact: Jody Bagdis	10 days, 1%-15 days					
Phone: 508-795-7905						
Email: jbagdis@brighamindustries.com						
Website: www.brighamindustries.com						
C & S Specialty	Prompt Pay Discount: 1%-			ill,	4	H
Contact: Henry Heroux	15 days					
Phone: 401-769-2260						
Email: info@csspecialty.com						
Website: <u>www.csspecialty.com</u>						
Canberra Industries, Inc.	Prompt Pay Discount: 1%-			,III,		H
Contact: LaCorey Will, Associate Sales Support	10 days					
Specialist						
Phone: 203-639-2475						
Email: <u>lacorey.will@canberra.com</u>						
Website: www.canberra.com						
Central Equipment Co.	Prompt Pay Discount: 1%-			, iii,		H
Contact: Jean Cole, President	10 days					
Phone: 508-758-3758						
Email: centralequipment@verizon.net						
Comtronics Corporation	Prompt Pay Discount: 2%-		=	pIII.		N
Contact: Catherine Leonard, President	10 days, 1.5%-15 days, 1%-					
Phone: 617-770-0212	20 days					
Email: cleonard@radioshop.com	, ·					
Website: www.radioshop.com						
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Cyber Communications	Prompt Pay Discount: 2%-	(SB)		ıπ,		H
Contact: John Connolly	10 days, 1.5%-15 days, 1%-					
Phone: 781-647-1010	20 days					
Email: jconnolly@cybercomminc.com						
Website: www.cybercomminc.com						
Doughboy Police and Fire Supply	Prompt Pay Discount: 1%-	(SB)		ĴΪ,		H
Contact: Paul Barry	10 days					
Phone: 617-282-2200						
Email: info@doughboyuniforms.com						
Easton Electronics Inc	Prompt Pay Discount: 10%-	(SB)		Ĥ,		М
Contact: David Westcott	10 days					
Phone: 781-828-1955						
Email: davewestcott@easton-electronics.com						
Website: www.easton-electronics.com						
FDSS, LLC	Prompt Pay Discount: 5%-	(SB)	1	ΞÜ,		H
Contact: Alexander McCurdy, Owner	10 days, 5%-15 days					
Phone: 978-758-1122						
Email: alexmccurdy.fdss@yahoo.com						
Website: www.fdss-ne.com						
Fire Tech and Safety	Prompt Pay Discount: 2%-			Ĥ,		H
Contact: Matthew Wicks	10 days, 1%-15 days					
Phone: 978-244-0555						
Email: <u>MWicks@fts-ne.com</u>						
Website: <u>www.fts-ne.com</u>						
Industrial Protection Services, LLC	Prompt Pay Discount: 1%-			III.		М
Contact: Cindy Murphy	10 days					
Phone: 978-657-4740x13						
Email: cmurphy@ipp-ips.com						
Website: www.ipp-ips.com						
L W Bills Company	Prompt Pay Discount: 2%-			ij		H
Contact: Dan Dinwiddie	10 days					
Phone: 978-352-6660						
Email: lwbills@comcast.net						
Website: www.lwbills.com						
MARLBORO FIRE EXTINGUISHER INC	Prompt Pay Discount: 2%-			m,		М
Contact: Nicole Strategakis, Treasurer	10 days, 1%-15 days, ½%-20					
Phone: 508-481-4652	days					
Email: nikki@mfext.com						
Masimo Americas, Inc.	Prompt Pay Discount: .5%-		1	m,	٩	М
Contact: Cynthia Vu, Contracts Coordinator	10 days					
Phone: 949-297-7575						
Email: cvu@masimo.com						
Website: www.masimo.com						

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MHQ Municipal Vehicles a division of Natick	Prompt Pay Discount: .5%-		e III q	H
Auto Sales, Inc.	10 days			
Contact: Frank Chase, President				
Phone: 508-573-2669				
Email: <u>dkueppers@mhq.com</u>				
Website: www.mhq.com				
New England Fire Equipment & Apparatus	Prompt Pay Discount: 1%-		pHTs	H
Contact: James Feehan, President	10 days			
Phone: 203-239-5678				
Email: <u>nefea@aol.com</u>				
Website: <u>www.NEFEA.com</u>				
Northeast Rescue Systems Inc.	Prompt Pay Discount: 1%-	(SB)	ıII.	N
Contact: Dorothy O'Connor	10 days			
Phone: 617-325-3993				
Email: info@northeastrescue.com				
Website: www.northeastrescue.com				
R.B. Allen Co., Inc.	Prompt Pay Discount: 2%-		rIII.	N
Contact: Jonathan Allen	10 days			
Phone: 603-964-8140	,			
Email: rballen@rballen.com				
Website: www.rballen.com				
Safety Inc.	Prompt Pay Discount: 2%-		pIII.	Н
Contact: Joel Myerson	10 days, 1.5%-15 days, 1%-			_
Phone: 978-532-7330	20 days, .5%-30 days			
Email: joel@ESafetyInc.com				
Website: www.ESafetyInc.com				
United Divers, Inc.		(SB)	pHi,	N
Contact: James Estabrook	Prompt Pay Discount: 2%-		_	
Phone: 617-666-0410	10 days			
Email: diverjime@uniteddivers.com	•			
Website: www.uniteddivers.com				
Wildland Warehouse	Prompt Pay Discount: 2%-		pilling.	H
Contact: Ty Parker, President	10 days, 1.5%-15 days			,
Phone: 908-362-6147	11,1, 110 =0 00,0			
Email: sales@wildlandwarehouse.com				
Website: www.wildlandwarehouse.com				
ZOLL Medical Corporation	Prompt Pay Discount: 1%-		,illi,	Н
Contact: Elizabeth McCaughey	10 days			,
Phone: 800-348-9011x9568				
Email: EMcCaughey@ZOLL.Com				
Website: www.zoll.com				
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Strategic Sourcing Services Team Members

Julie Walrath Dept. of Fire Services
Michele Hebert Dept. of Fire Services
Nancy Fitzgerald Dept. of Fire Services

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Summary of Where to Obtain Important Contract Information in COMMBUYS

This contract has been set up as a zero line item catalog in COMMBUYS

There are 31 vendors on this contract and each vendor has been assigned a unique Master Blanket Purchase Order. Vendor price lists are located in the attachments tab on each Master Blanket Purchase Order.

Each vendor has three catalog lines:

- 1. Fire/EMS, Police Equipment
- 2. Fire/EMS, Police Supplies
- 3. Fire/EMS, Police Equipment & Supplies Related Services & Repairs

How to place an order

Departments are required to solicit at least three (3) quotes from contractors listed to determine which contractor can provide the best value for the equipment being purchased. All that is required is that departments contact the three (3) contractors for quotes; you are not required to receive responses from all three (3) contacted contractors.

Once a quote is obtained and selected the ordering process is as follows:

- Initiate a new requisition
- Search for an item (Use FIRO3) in the description
- Select the vendor you will be placing an order with
- Select the appropriate catalog line
- Enter the total price
- Attach the vendor quote
- Submit for approval

Where to Find complete FIR03 contract information on COMMBUYS

If full statewide contracts details please click on the PO identified for the vendor listed. This link will provide the entire detailed information as it relates to each contractors award information.

PO-14-1080-OSD01-OSD10-00000000350	A.J. Abrams Company, Inc.
PO-14-1080-OSD01-OSD10-00000000352	Adamson Industries Corp.
PO-14-1080-OSD01-OSD10-00000000363	All-Comm Technologies, Inc.
PO-14-1080-OSD01-OSD10-00000000367	Bergeron Protective Clothing
PO-14-1080-OSD01-OSD10-00000000458	Brigham Industries, Inc.
PO-14-1080-OSD01-OSD10-00000000463	C & S Specialty
PO-14-1080-OSD01-OSD10-00000000467	CANBERRA INDUSTRIES, INC.
PO-14-1080-OSD01-OSD10-00000000744	Central Equipment Co.
PO-14-1080-OSD01-OSD10-00000000751	Comtronics Corporation

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PO-14-1080-OSD01-OSD10-00000000755	Cyber Communications Inc.
PO-14-1080-OSD01-OSD10-00000000762	Easton Electronics Inc
PO-14-1080-OSD01-OSD10-00000000803	FDSS, LLC
PO-14-1080-OSD01-OSD10-00000000807	Fire Equipment, Inc.
PO-14-1080-OSD01-OSD10-00000000810	Fire Tech and Safety
PO-14-1080-OSD01-OSD10-00000000814	Industrial Protection Services
PO-14-1080-OSD01-OSD10-00000000824	B & B Engineering
PO-14-1080-OSD01-OSD10-00000000832	MARLBORO FIRE EXTINGUISHER INC
PO-14-1080-OSD01-OSD10-00000000834	MASIMO AMERICAS, INC.
PO-14-1080-OSD01-OSD10-00000000835	MHQ Municipal Vehicles a division of Natick Auto Sales, Inc.
PO-14-1080-OSD01-OSD10-00000000837	Morning Pride Mfg. LLC dba Honeywell First Responder Products
PO-14-1080-OSD01-OSD10-00000000839	New England Fire Equipment & Apparatus
PO-14-1080-OSD01-OSD10-00000000842	Northeast Rescue Systems Inc.
PO-14-1080-OSD01-OSD10-00000000848	R.B. Allen Co., Inc.
PO-14-1080-OSD01-OSD10-00000000853	Safety Inc.
PO-14-1080-OSD01-OSD10-00000000859	United Divers, Inc.
PO-14-1080-OSD01-OSD10-00000000865	ZOLL Medical Corporation
PO-14-1080-OSD01-OSD10-00000001316	Doughboy Police and Fire Supply
PO-14-1080-OSD01-OSD10-00000001319	Apollo Safety Inc

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